

WINDHAM SCHOOL BOARD

MINUTES OF AUGUST 23, 2006

WORKSHOP MEETING

Members of the Windham School Board met on August 23, 2006 in the Town Council Chambers at Town Hall for a Workshop Meeting, immediately following a Special Meeting. Present were Chairman Kate Brix, Mike Duffy, Mary Wassick, Donna Cobb, Toby Pennels, Jeff Vermette, Jeff Pierce and Superintendent Sandy Prince.

Suspension / Expulsion Data Report

High School Principal Deb McAfee, Assistant Principals Kelli Martin and Mike Poulin, presented the Board with an update on the suspensions and expulsions at the High School and how the current policies are working.

Job Descriptions

The Board discussed the job descriptions for Central Office Receptionist, Accounts Payable Clerk, Administrative Assistant to the Director of Student Services, and Administrative Assistant to the Assistant Superintendent and Director of Curriculum, Instruction and Assessment. They asked that under Performance Responsibilities the following be added to each job description: Perform other such duties that may be reasonably requested by the building administrators from time-to-time.